#### CITY OF CANANDAIGUA

### FACILITY USE FORM – SPORTS LEAGUES

Requested By (Individual or Or	ganization)			
If Organization, Representative's	s Name			
Address				
Telephone Home		Work		
DAY(S)	DATE(S)		ті	ME
PURPOSE _				
	FAC	CILITY REQUESTE (Please Circle)	ĒD	
II	er Park Son	nenberg Park sUpper Baker _		
Park keys r	must be returned within 48 ho	ours after use, unless othe	er arrangements are r	nade in advance.
	Weekly Fee		\$25/Week	
	Weekend Fee		\$40/Day	
	Use of Jeffers	on Park Lights	\$15/Day	
(Non-ref	fundable cancellation fee of \$10.	No refund given if cancellation	on is within two weeks	of reservation.)
	Please remember tha	at our parks are "Carry-I	n, Carry-Out" parks	•
present this forn	agree to comply with the attache n upon request, that it is non-tra armless the City of Canandaigua a	nsferrable and may be revoke	ed at any time. This orga	anization or individual
Any questions or Department.	conflicts on the day of your rese	ervation should be addressed	with the City of Canand	laigua Police
	*** RESERVATIONS ARE S	ECURED ONLY WHEN PA	AYMENT IS RECEIVE	D***
Signature			Date	
Complete, sign, a	and return <u>with payment</u> to:	City of Canandaigua, 205 Saltonstall Stree	-	
Checks Payable t	o: "City of Canandaigua"	Canandaigua, NY 14	424	(585) 396-5060
		Office Use Only		
Approved	Denied Sign	ature		Date
Fee Collected \$_ Receipt #		Key Issue Key Return	Inspection Results	

# Group Use Regulations For City of Canandaigua Parks

- 1. All activities must be conducted in a safe and orderly manner. Potentially dangerous games involving thrown or propelled objects are not allowed.
- 2. Supervision at a ratio of one adult age 21 or older per 10 minors must be provided.
- 3. The group will be responsible for cleaning facilities after their use including bathrooms and picnic areas, if used. *All litter and trash must be removed from the park.*
- 4. Groups are responsible for securing facilities after their use. This includes checking and locking all doors!
- 5. Group use is restricted to normal operating hours.
- 6. Groups using park facilities for a special event or on a regular basis must comply with the following: Prior to using city facilities, the group will purchase insurance in the amount of \$2,000,000 for bodily injury liability and property damage (combined single limit). Such insurance will be written by a company licensed to do business in New York State and shall be evidenced by a Certificate of Insurance which complies with the following provisions:
  - a. By certified mail, 30-day prior notice of cancellation or any material change will be given to the City of Canandaigua.
  - b. The City of Canandaigua will be "additional named insured."
  - c. Insurers shall have no right to recovery or subrogation against the City of Canandaigua (including its agents and agencies), it being the intention of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses covered by covered by the described insurance.
  - d. The clause "other insurance provisions" in a standard policy in which the City of Canandaigua is added as a named insured, shall not apply to the city.
- 7. If keys are requested, the keys must be returned to the Parks & Recreation Department within 48 hours after use.
- 8. The person signing the facility use form is responsible for upholding park rules and regulations within the group and is responsible for the return of all keys issued for park use.
- 9. Failure to comply with any of the above park rules and regulations and/or failure to return keys issued for park use will result in permission for future group use of park facilities being denied.
- 10. The City of Canandaigua reserves the right to revoke any permit if it is deemed in the best interests of the city.
- 11. During the summer months, for seven weeks, the day camp program has full use of the parks from 9:00am until 4:00pm. Camp set-up usually begins the last week of June and camp continues until either the first or second week of August. During this time, the staff and children will decorate the parks. These decorations are to remain intact during your use of the park. Camp supplies may also be off to the side, please do not use these supplies. Thank you for your understanding.

## PARK HOURS, RULES AND REGULATIONS

### Park Hours of Operation

**Kershaw and Baker Parks**May 1 – October 30
9:00am until 11:00pm
October 31 – April 30
9:00am until 9:00pm

**Sonnenberg & Jefferson Parks** January 1 – December 31 9:00am - Sundown

#### Rules and Regulations (Governing All Parks)

- 1. It is unlawful to have, possess, carry or consume alcoholic beverages in any city park.
- 2. Glass beverage containers are prohibited.
- 3. Erecting of tents or camping is not allowed.
- 4. Fires are permitted only in grills provided.
- 5. Fireworks, firearms and weapons are prohibited.
- 6. Vending is allowed by permit only.
- 7. Wildlife shall not be disturbed. Hunting is prohibited.
- 8. Profanity, abusive language, fighting or disturbing the peace will not be allowed.
- 9. No person shall appear nude in public or dress or undress in other than facilities provided for such purpose.
- 10. No person shall deface, destroy, remove or disturb any part of park property.
- 11. Pets must be on a leash. Dog owners must clean up any mess left by their dogs during a park visit.
- 12. All litter and trash generated by an individual or a group must be collected and removed from the park by that individual or group.
- 13. Motorized vehicles are prohibited on park property with the exception of parking lots and drives providing access to parking lots from the road. Snowmobiles are prohibited. All vehicles must be driven in a safe manner and driver must adhere to all parking and traffic regulations. *No vehicles may be driven on park turf.*